

West Chiltington Croquet Club Privacy Policy

Introduction

This privacy notice describes how West Chiltington Croquet Club processes personal information ("the data") it holds about you, or that you are about to share with it. The club will endeavour to meet its obligations under the General Data Protection Regulation ("GDPR") to process your information fairly, but this notice outlines your rights if you object to how it treats your information.

Identity and Contact Details

The controller of the data is the West Chiltington Croquet Club ("the club"), which is an unincorporated association of its members. The club has not appointed a Data Protection Officer under GDPR: its committee is collectively responsible for its obligations.

The data is processed by club members acting in a voluntary capacity on its behalf. No personal data is held on our website.

Purpose and Lawful Basis for Processing

The club processes (or will process) information about you in order to administer your membership and/or support its activities, for example, the tournaments it runs and the entertainment of visiting groups.

The lawful basis for holding membership records is to fulfil the contract with you as a member (or potential member) of the club. More generally, the basis for the processing described above is that it is in the legitimate interests of the club in pursuit of the aims stated in its rules, yourself and/or the sport more widely.

Categories of Personal Data

The club may hold and process the following categories of personal data about its current or potential members, tournament players and visitors:

- Name
- Contact Details (e.g. postal, email and social media addresses and telephone numbers)
- Financial information relating to subscriptions and other transactions
- Handicaps, rankings and qualifications
- Information relating to committee membership or other service to the club
- Competition and tournament entries, management and results, including selection for and participation in club teams
- Disabilities where to do so would facilitate their participation
- Photography/video filming and any reproductions or adaptations of the images for publicity or other purposes to help achieve the aims of West Chiltonington Croquet Club. This might include (but is not limited to), the right to use them in their printed and online publicity, social media and press releases.

Information Sharing

The club will share your data with Croquet England if you elect to become an associate of the Organisation or play in a tournament subject to its regulations, and may do so with other individuals, clubs and federations connected with the sport, in connection with your participation in it.

It will circulate your name, telephone number and email address to all members via email in a password protected document.

All communications by email to the membership will be sent Bcc:

It will publish membership class and handicap(s) in membership lists made available Via the web site in the members only section

to facilitate contact between members and to help them arrange games.

The Club will not pass your data to other organisations (other than those listed) without your consent, unless under a legal obligation to do so.

Information Sharing - individual members responsibilities.

Members have a shared responsibility to ensure:

- They do not share other members data with people outside of the club other than for the purposes listed in this policy
- If members data is printed out it is disposed of in a secure manner eg by shredding or burning

Retention Periods

Except where required for archiving purposes (e.g. results of tournaments and club competitions and records of club activity, such as minute books and membership lists), data about you will be deleted six years after you last had financial dealings with the club.

Your Rights

You have the right to object to how the club processes your personal information. In particular, you can request that your contact details are not shown in published membership lists. You also have the right to access, correct, and, in some cases, delete and restrict the use to which your information is put. In addition, you have the right to complain to the club. Please contact the Club if you have any queries or concerns.

Data Sources

The primary source for information about the club's members, tournament players and visitors is the people themselves. For

those who are associates of Croquet England, information may also be taken from its website.

Consequences of Failing to Provide Data

Failure to supply data will likely restrict your level of participation in the club activities.

If you have any questions or concerns about the above privacy policy please contact the Club. Email wchiltcroquet@gmail.com